

April 24, 2006

To: All California Network of Learning Professionals (CNLP)
From: Sandy Pratt/Nancy Walker
Subject: Minutes – CNLP Meeting on March 15, 2006

We, the California Network of Learning Professionals,
are working together to design the future.
Together, we will see the day when each employee
makes a difference for our citizens.

Sue Williams opened the meeting and greeted all attendees. She asked us how many were able to walk to this location (801 Capitol Mall) and suggested this might be ideal for future California Network of Learning Professional (CNLP) meetings. She asked for a volunteer for the opening on the board for CNLP secretary position. The Board Secretary takes notes during quarterly board meetings and quarterly CNLP meetings (8 meetings/year). Contact Sue at (916) 653-1597 if you are interested.

Celebration! Celebration! Celebration!

CNLP extended their best wishes and congratulations to Vera Nicholas for receiving a promotion doing full time what she enjoys most: putting her tremendous energy and resourcefulness into helping us share information and resources. Through her help, California training professionals have found a new home and temporary repository for information. Her joy was apparent when she accepted an **Extra Mile Award** signed by many members of CNLP. Several participants joined her in a celebration luncheon following the meeting.

Task Forces

Website Development Task Force—

Ree McLaughlan showed us the tremendous “value added” of the new website - www.statetraining.ca.gov. The website, as a repository for such things as lesson plans, tools, and exercises is also a partner in succession planning. New training folks will have a place to visit for resources to help them get started in their job. Dynamically, we are looking into having a live forum where we can 1) capture information 2) privately and 3) without redundancy. Currently, the Ca-Trainers listserv is our way of communicating with one another - “But how many times are we seeing the same question?” With a forum and repository, we can look up past conversations on these bread and butter training topics.

Recruitment and Outreach Task Force—

Gloria Hargrove and Mary Tompkins are co-chairs. Their role is to recruit board and Task Force members. This has been more difficult than was expected. Yet, with the help of Vera Nicholas, who manages the email distribution list and the directory, Task Force members have updated the CNLP Directory (formerly Department Training Officer's Directory).

Communication & Development Task Force—

Kathy Jones announced the registration for the CNLP Conference is up and running online as of today (<https://secure.cps.ca.gov/registration/CNLP/cnlpinfo.asp>). The two-day conference, “Getting Connected” is scheduled for May 24 & 25, 2006. California State

University, Sacramento, College of Continuing Education, CPS and SPB have volunteered to help with conference. See brochure <http://www.statetraining.ca.gov/files/BROCHURE.pdf>

Newsletter-

The newsletter has been discontinued and we are looking for other ways to disseminate the information from our meetings and progress. For past copies, visit <http://www.statetraining.ca.gov/newsletter.html>. All CNLP members are invited to submit ideas and creative designs for a NEW CNLP LOGO to go along with its new image and mission.

Strategic Planning Task Force –

Deborah Derov. “We’re working on values the membership can embrace as well as goal statements for the sub-groups.”

Advocacy Task Force -

Nancy Walker introduced Mary Fernandez, Chief, SPB Administrative Services Division as an Advocate for CNLP. She immediately offered her assistance in smoothing the way for a website forum.

SPB has developed a one day class in Workforce Planning based on DPA’s Workforce Planning Model (http://www.dpa.ca.gov/general/publications/manuals/WF_planning/index.cfm). The class begins next month (<http://www.spb.ca.gov/spbtrain/workforceplanning.htm>). DGS has a roster of consultants on this topic.

HR Service Center, also referred to as HR portal, will be a link for state employees and prospective employees for job information, conferences, workshops, a link to CNLP and other state employee organizations, and a link to the library for training resources. It is being jointly sponsored by DPA and SPB.

Today’s presentation - eLearning for Government Professionals, Roseanne McHenry and Kristen Ryden

Online classes originally developed and delivered in partnership with the State Training Center are now available again through CSUS College of Continuing Education (www.cce.csus.edu.) Roseanne McHenry, CSUS, gave an overview of the program. Student has to achieve 70% to ‘pass’. During the partnership with the State Training Center, these classes had an 85% completion rate and received 4.5 averages on evaluations. CEU’s offer recognized career development. Learning is convenient, self-paced. Achievement is tracked. For course descriptions and schedule, visit http://www.cce.csus.edu/Catalog/course_group_detail.asp?group_number=307&group_version=1.

Some suggestions from attendees for future topics:

- ❖ Reinstate Toolbox - (Carolyn Cochran, Department of Transportation, has planned these and offered to help)
- ❖ Hold a statewide Training Officer exam
- ❖ Supervisory training needs and how departments are meeting these needs (panel)
- ❖ Core competencies for clerical/analyst series
- ❖ HR Conference planning
- ❖ Training (topics specific) (success stories) ROI
- ❖ Ice Breaker before each CNLP meeting begins

- ❖ Accreditation (CEU's)
- ❖ Performance measurements
- ❖ Facilitation
- ❖ Career development for trainers - e.g. organizations to belong to, for instance, Capitol Chapter Association for Psychological Type

Meeting adjourned.

Next meeting to be held as part of the "Getting Connected" Conference May 24-25 at CSUS. For more information, please see the CNLP Website at www.statetraining.ca.gov